

THE THOMAS AVELING SCHOOL
POLICY

for

DRUGS EDUCATION

Revised September 2003
Ratified by FGB November 2003
Updated July 2004
Reviewed July 2006
Reviewed May 2007
Reviewed December 2011
Updated March 2012
Updated March 2015 - BBR

The Thomas Aveling School

Drugs Education and the Misuse of Drugs policy

This is a policy, which takes into account the governors' legal responsibilities as employers and occupants of the school premises, and the guidance in the *DfE and ACPO Drug Advice for Schools September 2012* and the *DfE Improving Behaviour and Attendance in Schools: Searching, screening and confiscation advice February 2014*

It should be read in conjunction with the school's policies on:

- Citizenship
- Child Protection
- Health and Safety
- Discipline
- Equality in school

The governors and staff are committed to ensuring that the Thomas Aveling School is a healthy school, free from the misuse of drugs and other substances. Illegal drugs should never be in school. Legal drugs are only allowed when they are medicines agreed with the student services and parents for use in school

Aim: The policy aims to make clear the school's approach to the problem of drugs.

It sets out the school's policy on drugs education and makes clear the procedures that should be followed in responding to drug-related incidents.

All staff:

All members of staff must know the school's policy and seek to obtain the relevant skills and knowledge to support the policy.

Definition

Legal drugs that should not normally be in school include common ones such as:

- over the counter drugs; and
- prescribed drugs (except those agreed by prior arrangement with student services and parents)

Legal drugs which must never be in school include common ones such as:

- alcohol;
- tobacco;
- solvents;
- legal highs

Illegal drugs which must never be in school include the following common ones:

- cannabis;
- ecstasy;
- heroin;
- crack/cocaine

Drugs Education

Rationale:

The Thomas Aveling School is proud of its caring and hard working ethos, an integral part of this being a responsibility for the general health of all the students and staff. The school recognises it has a part to play in reducing the risks of misuse of drugs to its students since this can have a serious impact on health, well-being and academic achievement. It is, therefore, the school's responsibility to provide students and staff with adequate and up to date information concerning the effects and risks involved in taking drugs and other substances, enabling students to make informed choices about the use of drugs.

A teacher of drugs education does not need to be an authority on drugs, as it is the life skills approach which is crucial to this area of learning.

Education about drugs is not concerned merely with facts, but it also includes looking at attitudes in society, personal moral values and the social implications of drug abuse.

The definition of drugs is taken in its broadest sense and includes legal drugs such as alcohol, tobacco and solvents, over-the-counter and prescribed medicines, and illegal drugs.

The drug education programme, which runs across all year groups, aims to:

- inform students about drugs and their effects;
- promote a positive attitude towards a healthy lifestyle;
- increase students' understanding of the health and social implications of the use and misuse of drugs;
- inform students about the course of action open to them if they or people they know become, or might become, involved in drugs activity;
- and inform students about support and resources available in school and outside school.

Organisation and Delivery

The PSHE Co-ordinator is responsible for co-ordinating and evaluating drug education throughout the school.

Drug education is largely delivered in two key areas of the curriculum – PSHE and Science. Other subjects also contribute to the teaching of drug education where appropriate. The PSHE programme is topic-based and follows the DfE guidance for PSHE Education 2013 updated for the revised National Curriculum 2014. Each year group covers a programme of topics that is age-appropriate and is evaluated annually on the basis of student needs.

Working with External Agencies:

The school works closely with a range of appropriate agencies in dealing with any drug-related issue and in developing the drug education programme.

All such agencies are given a copy of this policy before their work in the school begins. Any curriculum input is designed to complement and enhance the PSHE Programme and is evaluated by staff and students. Staff should remain with the class throughout the visit.

Monitoring and Evaluation of Drug Education:

The Directors of Learning and PSHE Co-ordinator, in liaison with the Head of Science, monitor the schemes of work and delivery of the content for each year group. Monitoring methods include module evaluation by staff and students and lesson observation. The programme is then reviewed and revised in response to such feedback.

Misuse of Drugs

School Boundaries:

A nominated Assistant Head teacher (AHT) is responsible for co-ordinating the school's response to drug-related incidents. The school does not condone the misuse of any substance, legal or illegal, which threatens the health or safety of any member of its community and it will respond to any drug-related incident that takes place within its boundaries. The boundaries are defined as follows:

- On or near school premises, within the school day - including school activities taking place during extended hours and during term-time or including school activities during the holidays.
- On school visits (supervised or not), residential and at school social events.

In school we aim to provide students with the knowledge to make healthy decisions and the self-confidence to act on them. We also aim to provide an atmosphere of mutual trust in which students feel able to approach someone about any problems they may have. Support is provided in a number of ways, ranging from Tutors to School Counsellor, or outside agencies. There is no legal requirement for any school to report incidents or offenders to the police, but the Head teacher reserves the right to do so if appropriate.

Action to be taken in incidents involving misuse of drugs

It is vitally important the staff, pupils and parents should be clear about the action that will be taken in any drug related incident

1. Staff should ensure that all cases of misuse of drugs, or suspected misuse, are reported to the nominated Assistant Head teacher
2. In all instances involving substance misuse or supply on or near the school's premises parents will be informed, and their co-operation sought.
3. The school will consider each drug incident separately and consider the appropriate response, bearing in mind the circumstances of the case, and the need to balance the interests of the student, other members of the school and the wider community.
4. However, the school believe that it is essential that parents and students are clear about the normal sanction that will be applied in particular instances, as follows:
 - a) a student who supplies any drugs or other solvents on the school premises will normally be permanently excluded for a first offence.

'Supply' includes supplying for money or free-of-charge.

In the case of the supply of a drug which is legal (including over-the-counter drugs) the Head teacher will assess the seriousness of the incident before deciding whether to exclude permanently or for a fixed period.

Before making a decision on exclusion the Head teacher will ensure that a satisfactory investigation has been carried out.

- b) a student who has any illegal drug in his/her possession will normally be excluded for a fixed period **for a first offence**, to be determined by the Head teacher after considering all the circumstances of the case.

The Head teacher will also determine what counselling needs to be provided and/or other action needs to be taken during or after the exclusion.

For a **second offence** the Head teacher will determine whether a further fixed-term exclusion is appropriate, or whether it is appropriate to exclude permanently. In coming to a decision the Head teacher will take into account any medical/police/social service/ drug adviser reports that may be available, and consider whether further counselling is appropriate.

The Head teacher will refer to the ***DfE statutory guidance, school behaviour and attendance: Exclusion from maintained schools, academies and pupil referral units in England 2012 and subsequent updates.***

Involvement of the Police

Although there is no legal duty to inform the police of any drug incident in the school, the school policy is that the head will determine whether to inform the Police Liaison Officer and will seek any relevant support and advice.

Where the school suspects that drugs are being sold on the premises all relevant suspicions and information will be passed to the police.

Management of drug-related incidents

All drug-related incidents are recorded and sent to the nominated AHT and Head teacher.

Drug related incidents are defined as:

- Drugs or associated paraphernalia found on the school premises
- A student is found in possession of drugs or associated paraphernalia
- A student is found to be supplying drugs on school premises
- A student discloses that they or a friend are misusing drugs

Procedures

Disclosure and confidentiality

When a student discloses to a member of staff that they have been using drugs or that they are concerned about someone else's drug use, staff should react positively to this expression of trust but explain to the student that they cannot promise total confidentiality. Students cannot be offered full confidentiality because of child protection considerations. However the welfare of the student must be taken into account and confidentiality within the key group of staff will be maintained. Students will be informed of this. The student should be referred to the nominated AHT who will assess the situation and the likely effects of passing on the information. Information will only be given to key people and no one else unless the student gives their consent.

Suspicion/Rumour

All staff should be aware of acting on the basis of rumours or behaviour alone. Evidence should be collected over a period of time before questioning an individual or group. The initial emphasis should be on trying to support and protect the students.

Dealing with drug-related incidents

If there is reasonable cause to suspect a student has illegal drugs on his/her person, a senior member of staff will, in the first instance, ask the student to hand over the drugs. If the student denies having any drugs following the Education Act 2011 staff of the same sex as the student have the right to search student's possessions for drugs as long as there is another adult present.

If a student refuses to be searched, police can be called.

If any unknown or illegal substances are found or handed over to a member of staff the substance should be placed in a sealed envelope and the date, time and place of the find noted on it. The finder should sign across the seal of the envelope and a member of the Leadership Team should witness the signature. The envelope should be given to the nominated Assistant Head teacher or the Head teacher who will place it in the school safe. The police will then be contacted. Parents/carers will be informed and an investigation of the incident will be initiated. Disciplinary and /or counselling action will be taken according to the Head teacher's discretion. Staff should never take the substance to the police station themselves, unless the police have been informed in advance. Substances should not be stored overnight.

Emergencies

Where a person has lost consciousness through suspected drug use, do not leave the person but send someone to the school office to locate first aid staff. The person will be placed in the recovery position and an ambulance called. The Head teacher and nominated AHT must be informed immediately. Parents/carers will be informed and an investigation of the incident will be initiated. A decision will be taken about disciplinary and /or counselling action once the person has recovered.

Intoxication

Where a person is suspected of being under the influence of alcohol or drugs, but conscious, sit them down in a quiet, well-ventilated area away from other students. Keep them calm and do not leave them alone. Call student services and the nominated AHT. Medical assistance will be called if necessary. Parents/carers will be informed and an investigation of the incident will be initiated. A decision will be taken about disciplinary and/or counselling once the person has recovered.

Medicines

Students are allowed to carry inhalers with them but all other medications should be left, clearly marked with the student's name and tutor group, in student services. If a student needs to leave a lesson in order to take medication they should have a note in their planner.

During school journeys, staff in charge should have full medical information about students. Any specific medication needing to be taken during the visit should be left with a named member of staff, clearly marked with the student's name and full instructions when the doses need to be taken.

Smoking

The Thomas Aveling School is a smoke free zone for students, staff and visitors. Students found smoking are reported to their Director of Learning and dealt with appropriately. This will include a letter home and may involve internal isolation, community service, exclusion or another designated sanction. Any cigarettes found will be confiscated and destroyed. Advice and help to give up smoking is also offered to students and families.

Alcohol

No student is allowed to drink alcohol within the school boundaries or on school visits. Post-16 students are forbidden to consume alcohol during the school day, including break and lunchtimes. If a student is found in possession of alcohol they will be reported to their Director of Learning. Any alcohol found will be confiscated and disposed of, the parent informed and the student may be internally isolated or externally excluded, at the discretion of the Head teacher. Students will normally be sent home.

Policy Dissemination:

Copies of the full policy are kept on the school intranet and on the school website and are available to parents on request.

Monitoring and Evaluation of the Policy:

This policy is reviewed every two years in consultation with staff, students, parents and governors and in the light of any incident, which occurs in relation to drugs.

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Member (s) of Staff Responsible: Mrs Taylor PSHE Co-ordinator

Reviewed: May 2007

Reviewed December 2011

Updated March 2012 Mrs Brocklehurst AHT

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